

**COVER MEMORANDUM**

To: Airport Commission Members
CC: Mark F. Courtney, Airport Director
From: Wesley D. Campbell, Airport Finance Manager
Date: January 22, 2014

Budget Description:

The Requested FY 2015 Lynchburg Regional Airport budget of \$2,433,245 represents a 0.0% increase of \$457 as compared to the Adopted FY 2014 budget of \$2,432,788. Revenues, other than the subsidy from the General Fund, are projected to increase \$91,000. As a result, the requested subsidy of \$198,518 for the airport for FY 2015 is a 31.3% reduction of \$90,543 from our FY 2014 adopted budget.

Additional details by individual department are as follows:

1. **Airfield**

The Requested FY 2015 Lynchburg Regional Airport/Airfield budget of \$304,316 represents a 3.3% increase of \$9,775 as compared with the Adopted FY 2014 budget of \$294,541.

Significant changes introduced in the Requested FY 2015 budget include:

- \$3,699 increase in Employee Benefits for additional retirement and health insurance costs.
- \$2,679 increase in Internal Service Charges for vehicle maintenance payments to the Fleet Fund.

2. **Terminal**

The Requested FY 2015 Lynchburg Regional Airport/Terminal budget of \$551,374 represents a 0.4% increase of \$1,944 as compared with the Adopted FY 2014 budget of \$549,430.

Significant changes introduced in the Requested FY 2015 budget include:

- \$4,840 increase in Employee Benefits for additional retirement and health insurance costs.
- \$4,650 decrease in Contractual Services for reduced maintenance on recently replaced mechanical systems.



3. **General Aviation**

The Requested FY 2015 Lynchburg Regional Airport/General Aviation budget of \$55,084 represents a 5.0% decrease of \$2,879 as compared with the Adopted FY 2014 budget of \$57,963.

Significant changes introduced in the Requested FY 2015 budget include:

- none

4. **Administration**

The Requested FY 2015 Lynchburg Regional Airport/Administration budget of \$673,949 represents a 1.1% increase of \$7,616 as compared with the Adopted FY 2014 budget of \$666,333.

Significant changes introduced in the Requested FY 2015 budget include:

- \$8,930 increase in Employee Benefits for additional retirement and health insurance costs.

5. **Public Safety**

The Requested FY 2015 Lynchburg Regional Airport/Public Safety budget of \$405,984 represents a 1.7% increase of \$6,964 as compared with the Adopted FY 2014 budget of \$399,020.

Significant changes introduced in the Requested FY 2015 budget include:

- \$7,000 net increase in Contractual Services for reduced security background checks and an anticipated increase in the cost of contracted Aircraft Rescue & Fire Fighting (ARFF) services.

6. **Other Operations**

The Requested FY 2015 Lynchburg Regional Airport/Other Operations budget of \$63,850 represents a 3.1% increase of \$1,900 as compared with the Adopted FY 2014 budget of \$61,950.

Significant changes introduced in the Requested FY 2015 budget include:

- none

7. **Snow Removal**

The Requested FY 2015 Lynchburg Regional Airport/Snow Removal budget of \$18,930 represents a 7.5% decrease of \$1,538 as compared with the Adopted FY 2014 budget of \$20,468.

Significant changes introduced in the Requested FY 2015 budget include:

- none

These changes will have the following impact on service delivery: none

Thank you for the opportunity to present this budget and I would be pleased to answer any questions you may have.

AIRPORT OPERATING FUND

Actual Results FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015
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AIRPORT FUND POSITION SUMMARY

City Funded Full-Time	14.0	14.0	14.0
City Funded Part-Time	0.7	0.7	0.7
Grant Funded Full-Time	3.0	3.0	3.0
TOTAL FTE	17.7	17.7	17.7

AIRPORT FUND SUMMARY

BEGINNING NET ASSETS	\$32,507,809
Less: Invested in Capital Assets, net of related debt	(31,723,484)

BEGINNING UNRESTRICTED NET ASSETS	\$784,325	\$100,000	\$200,000
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REVENUES

Airfield	\$106,188	\$95,000	\$97,000
Terminal	1,386,306	1,227,327	1,312,327
General Aviation	401,605	383,000	399,000
Other Leased Property	214,085	214,400	204,400
State Airport Aid	318,673	95,000	95,000
Federal Security Aid	107,446	110,000	107,500
Transfer from General Fund	336,330	289,061	198,518
Interest and Other	37,494	19,000	19,500

TOTAL REVENUES	\$2,908,127	\$2,432,788	\$2,433,245
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EXPENDITURES

Airfield Operations	\$297,917	\$294,541	\$304,316
Terminal Operations	536,298	549,430	551,374
General Aviation	45,290	57,963	55,084
Administration	616,516	666,333	673,949
Airport Public Safety	407,711	399,020	405,984
Other Operations	78,281	61,950	63,850
Snow Removal	13,697	20,468	18,930
Debt Service	261,452	205,865	179,429
Miscellaneous and Transfers	603,134	177,218	180,329

TOTAL EXPENDITURES	\$2,860,296	\$2,432,788	\$2,433,245
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ENDING UNRESTRICTED NET ASSETS	\$832,156	\$100,000	\$200,000
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Note: Ending Unrestricted Net Assets for FY 2013 does not agree to Beginning Unrestricted Net Assets for FY 2014 as Amended due to the difference in reporting capital outlay, debt service and certain revenue items in the CAFR and the Budget.

Key Ratios:

General Fund Subsidy as a % of Total Expenditures	11.8%	11.9%	8.2%
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AIRPORT REVENUE SUMMARY

	Actual Results FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015
REVENUE CENTERS			
Airfield Revenue Center	\$106,188	\$95,000	\$97,000
Terminal Revenue Center	1,386,306	1,227,327	1,312,327
General Aviation Revenue Center	401,605	383,000	399,000
Other Airport Revenue Center	214,085	214,400	204,400
TOTAL REVENUE CENTERS	\$2,108,184	\$1,919,727	\$2,012,727
TRANSFERS			
Transfer from General Fund	\$336,330	\$289,061	\$198,518
TOTAL TRANSFERS	\$336,330	\$289,061	\$198,518
MISCELLANEOUS REVENUE			
Interest	\$1,422	\$1,500	\$1,500
Charges for Services	15,889	12,500	12,500
State Airport Aid	318,673	95,000	95,000
Federal Security Aid	107,446	110,000	107,500
All Other	20,183	5,000	5,500
TOTAL MISCELLANEOUS REVENUE	\$463,613	\$224,000	\$222,000
TOTAL REVENUES	\$2,908,127	\$2,432,788	\$2,433,245

AIRPORT REVENUE DETAIL

	Actual Results FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015
REVENUE CENTERS			
AIRFIELD REVENUE			
Airline Landing Fees	106,188	95,000	97,000
Total Airfield Revenue	106,188	95,000	97,000
TERMINAL REVENUE			
Airline Exclusive Space	56,025	56,025	56,025
Airline Common Area	108,858	108,858	108,858
TSA Office Rent	59,456	59,444	59,444
Rental Car Parking Space	27,713	23,500	24,500
Rental Car Counter Rent	28,217	23,500	28,500
Rental Car Facility Charge	159,332	150,000	150,000
Rental Car Concession	388,238	365,000	370,000
Food/Vending Concession	5,826	5,000	5,000
Terminal Advertising	43,750	40,000	40,000
Airport Limo Concession	0	1,000	0
Parking Lot Concession	508,891	395,000	470,000
Total Terminal Revenue	1,386,306	1,227,327	1,312,327
GENERAL AVIATION REVENUE			
Fuel Flowage	46,993	40,000	42,000
Facilities - Virginia Aviation	129,292	127,000	130,000
Facilities - Falwell Aviation	122,175	118,000	123,000
Aircraft Landing & Parking Fees	1,675	3,000	5,000
Fuel Farm Lease/Thru-put Fees	101,470	95,000	99,000
Total General Aviation Revenue	401,605	383,000	399,000
OTHER AIRPORT REVENUE			
State Police Hangar Lease	83,635	83,000	84,000
FAA Tower Lease	41,973	47,600	34,200
Steel Property Lease	2,877	0	0
Centra Health Lease	6,000	6,000	6,000
Fire Training Center Rent	20,000	20,000	20,000
Police Firing Range Rent	5,000	5,000	5,000
T-Hangar Rent	54,600	52,800	55,200
Total Other Airport Revenue	214,085	214,400	204,400
TOTAL REVENUE CENTERS	2,108,184	1,919,727	2,012,727
MISCELLANEOUS			
Investment Interest	1,422	1,500	1,500
Charges for Services	15,889	12,500	12,500
State Airport Aid	318,673	95,000	95,000
Federal Security Aid	107,446	110,000	107,500
Other	20,183	5,000	5,500
TOTAL MISCELLANEOUS	463,613	224,000	222,000
TOTAL AIRPORT -GENERATED REVENUE	2,571,797	2,143,727	2,234,727
GENERAL FUND SUBSIDY			
Transfer from General Fund	336,330	289,061	198,518
TOTAL GENERAL FUND SUBSIDY	336,330	289,061	198,518
TOTAL ALL REVENUES	2,908,127	2,432,788	2,433,245

AIRPORT EXPENSE SUMMARY

	Actual Results FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015
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POSITION SUMMARY

City Funded Full-Time	14.0	14.0	14.0
City Funded Part-Time	0.7	0.7	0.7
Grant Funded Full-Time	3.0	3.0	3.0
TOTAL FTE	17.7	17.7	17.7

EXPENDITURE BUDGET SUMMARY**DEPARTMENTAL EXPENDITURES**

Salaries	\$585,366	\$604,066	\$613,340
Employee Benefits	222,950	240,305	257,375
Contractual Services	496,429	514,550	507,000
Internal Service Charges	46,234	42,365	45,689
Other Charges	360,314	360,750	362,600
Payments to Other Funds	156,422	158,489	158,303

TOTAL DEPARTMENTAL EXPENDITURES	\$1,867,717	\$1,920,525	\$1,944,307
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NON-DEPARTMENTAL EXPENDITURES

Security Personnel (Federal Program)	\$127,993	\$129,180	\$129,180
Non-Recurring Maintenance	364,964	100,000	100,000
Independent Financial Audit	9,894	10,000	10,000
Uncollectible Accounts	0	2,500	2,500
Other Non-departmental (see detail below)	228,276	64,718	67,829

TOTAL NON-DEPARTMENTAL EXPENDITURES	\$731,127	\$306,398	\$309,509
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DEBT SERVICE

Debt Service	\$261,452	\$205,865	\$179,429
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TOTAL DEBT SERVICE	\$261,452	\$205,865	\$179,429
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TOTAL EXPENDITURES	\$2,860,296	\$2,432,788	\$2,433,245
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Other Non-Departmental Detail

25400.0002 Workers Comp	0	1,000	1,000
25600.0003 Retiree Health	9,910	9,546	15,321
25600.0004 Retiree Dental	675	672	1,008
25700.0001 Unemployment Tax	0	1,000	1,000
25600.0006 Retiree OPEB	-4,809	32,500	29,500
Transfer to Capital Projects	222,500	20,000	20,000
Budget Offset -	0	0	0
	228,276	64,718	67,829

**FY 2015 Budget Request
Detail Worksheet**

Airfield Department

		Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
POSITION SUMMARY						
City Funded Full-Time		3.00	3.00	3.00	0	0.0%
TOTAL FTE		3.00	3.00	3.00	0	0.0%
BUDGET SUMMARY						
Salaries						
15000.0000	Full-Time Classified	109,611	116,001	117,748	1,747	1.5%
15000.0030	Overtime	12,350	10,000	10,000	0	0.0%
Salaries		121,960	126,001	127,748	1,747	1.4%
Employee Benefits						
25100.0001	Group Life Ins EmplrVRS	1,268	1,381	1,401	20	1.4%
25200.0001	Emplr VRS Retirement	22,256	24,233	26,776	2,543	10.5%
25300.0001	Social Security Cont.	7,355	7,813	7,920	107	1.4%
25300.0002	Medicare Contribution	1,720	1,826	1,853	27	1.5%
25600.0001	Health Benefits ActiveEm	12,081	14,319	15,321	1,002	7.0%
25600.0002	Dental Benefits ActiveEm	970	1,008	1,008	0	0.0%
Employee Benefits		45,650	50,580	54,279	3,699	7.3%
Contractual Services						
30100.0002	Communications M&R Servi	0	100	100	0	0.0%
30100.0004	Vehicle M&R Services	633	500	500	0	0.0%
30100.0005	Building M&R Services	2,852	1,500	1,500	0	0.0%
30100.0006	Grounds Maint Services	0	2,000	2,000	0	0.0%
30100.0011	MechanicalM&R Services	2,414	3,000	2,500	(500)	-16.7%
30900.0007	Pest Control Services	0	100	100	0	0.0%
30900.0012	Uniform Rental Services	1,130	750	1,000	250	33.3%
30900.0099	Misc.Contractual Service	8,970	6,000	7,000	1,000	16.7%
Contractual Services		15,999	13,950	14,700	750	5.4%
Internal Service Charges						
40100.0001	Fleet Services Admin	4,295	2,477	3,159	682	27.5%
40100.0002	Fleet Services M&R Parts	1,268	2,463	2,300	(163)	-6.6%
40100.0003	Fleet Services M&R Labor	2,225	2,470	4,630	2,160	87.4%
40100.0004	Fleet Services M&R Suble	1,672	0	0	0	#DIV/0!
40100.0006	Fleet Services Capital Ch	19,957	18,000	18,000	0	0.0%
Internal Service Charges		29,417	25,410	28,089	2,679	10.5%
Other Charges						
55500.0003	Forms & Stationary	0	100	100	0	0.0%
55500.0005	Office Supplies	65	250	250	0	0.0%
55500.0006	Custodial Supplies	258	200	200	0	0.0%
55500.0007	Apparel/Protective Wear	798	250	500	250	100.0%
55500.0015	Audiovisual Supplies	0	100	100	0	0.0%
55500.0023	Safety Supplies	1,232	2,000	2,000	0	0.0%
55500.0034	Grounds Maint. Supplies	4,027	2,000	2,500	500	25.0%
55500.0080	MinorEquip/Tool/Furnitur	925	3,500	3,000	(500)	-14.3%
55500.0085	Chemicals/Gases	0	0	0	0	#DIV/0!
55500.0101	Vehicle M&R Materials	80	250	100	(150)	-60.0%
55500.0102	Building M&R Materials	16,118	19,000	19,000	0	0.0%
55500.0104	Mechanical M&R Materials	3,705	4,000	4,000	0	0.0%
55500.0105	Communications M&R Parts	368	500	500	0	0.0%
55500.0613	Gas/Diesel - Private Co.	25,933	17,500	18,000	500	2.9%
55600.0002	Electricity	22,011	20,000	20,000	0	0.0%
55600.0003	Water And Sewer	497	500	500	0	0.0%
55600.0005	Propane Gas	2,845	3,500	3,500	0	0.0%
55600.0010	Natural Gas	0	0	0	0	#DIV/0!
55770.0053	Training and Conferences	2,519	1,000	1,500	500	50.0%
55850.0001	Telephone Services	1,329	1,400	1,400	0	0.0%
55850.0002	Cell Phones	592	200	500	300	150.0%
55850.0004	Pager Services	78	100	100	0	0.0%
55850.1001	U.S. Postage	296	250	250	0	0.0%
Other Charges		83,677	76,600	78,000	1,400	1.8%
Rentals & Leases						
67000.0101	Equipment Rental	1,215	2,000	1,500	(500)	-25.0%
Rentals & Leases		1,215	2,000	1,500	(500)	-25.0%
TOTAL		297,917	294,541	304,316	9,775	3.3%

**FY 2015 Budget Request
Detail Worksheet**

Terminal Department

		Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
POSITION SUMMARY						
City Funded Full-Time		6.00	6.00	6.00	0	0.0%
TOTAL FTE		6.00	6.00	6.00	0	0.0%
BUDGET SUMMARY						
Salaries						
15000.0000	Full-Time Classified	166,590	165,649	164,922	(727)	-0.4%
15000.0030	Overtime	3,652	10,000	10,000	0	0.0%
Salaries		170,242	175,649	174,922	(727)	-0.4%
Employee Benefits						
25100.0001	Group Life Ins EmplrVRS	1,946	1,971	1,963	(8)	-0.4%
25200.0001	Emplr VRS Retirement	34,195	34,604	37,504	2,900	8.4%
25300.0001	Social Security Cont.	10,525	10,890	10,845	(45)	-0.4%
25300.0002	Medicare Contribution	2,461	2,547	2,536	(11)	-0.4%
25600.0001	Health Benefits ActiveEm	24,475	28,638	30,642	2,004	7.0%
25600.0002	Dental Benefits ActiveEm	1,965	2,016	2,016	0	0.0%
Employee Benefits		75,568	80,666	85,506	4,840	6.0%
Contractual Services						
30100.0002	Communications M&R Servi	364	100	100	0	0.0%
30100.0005	Building M&R Services	65,942	54,000	55,000	1,000	1.9%
30100.0006	Grounds Maint Services	0	250	100	(150)	-60.0%
30100.0011	MechanicalM&R Services	6,236	19,000	15,000	(4,000)	-21.1%
30100.0012	LRA Rent.Car Facility M&	19,714	20,000	18,550	(1,450)	-7.3%
30200.0001	Med/Dental/Pharm/Lab Ser	975	400	1,000	600	150.0%
30500.0001	Advertising	0	500	250	(250)	-50.0%
30900.0006	Refuse Disposal Service	2,947	3,000	3,000	0	0.0%
30900.0007	Pest Control Services	600	500	600	100	20.0%
30900.0008	Investigation Services	0	100	100	0	0.0%
30900.0010	Financial Security Servi	406	1,500	1,250	(250)	-16.7%
30900.0012	Uniform Rental Services	1,187	1,500	1,250	(250)	-16.7%
30900.0099	Misc.Contractual Service	3,958	4,000	4,000	0	0.0%
Contractual Services		102,329	104,850	100,200	(4,650)	-4.4%
Internal Service Charges						
40100.0001	Fleet Services Admin	2,278	1,652	1,723	71	4.3%
40100.0002	Fleet Services M&R Parts	782	1,970	1,000	(970)	-49.2%
40100.0003	Fleet Services M&R Labor	979	1,743	2,723	980	56.2%
40100.0004	Fleet Services M&R Sublet	2,643	300	300	0	0.0%
40100.0006	Fleet Services Capital Ch	9,236	9,000	9,500	500	5.6%
Internal Service Charges		15,917	14,665	15,246	581	4.0%
Other Charges						
55500.0003	Forms & Stationary	90	100	100	0	0.0%
55500.0005	Office Supplies	941	100	500	400	400.0%
55500.0006	Custodial Supplies	15,310	10,000	12,500	2,500	25.0%
55500.0007	Apparel/Protective Wear	824	1,000	1,000	0	0.0%
55500.0023	Safety Supplies	230	500	250	(250)	-50.0%
55500.0034	Grounds Maint. Supplies	5,923	4,000	4,500	500	12.5%
55500.0080	MinorEquip/Tool/Furnitur	3,695	4,000	4,000	0	0.0%
55500.0102	Building M&R Materials	7,821	5,000	6,000	1,000	20.0%
55500.0104	Mechanical M&R Materials	3,487	3,000	3,000	0	0.0%
55500.0105	Communications M&R Parts	53	500	250	(250)	-50.0%
55600.0002	Electricity	113,694	120,000	120,000	0	0.0%
55600.0003	Water And Sewer	8,030	10,000	10,000	0	0.0%
55600.0010	Natural Gas	11,994	15,000	13,000	(2,000)	-13.3%
55770.0053	Training and Conferences	0	250	250	0	0.0%
55850.0001	Telephone Services	150	150	150	0	0.0%
Other Charges		172,242	173,600	175,500	1,900	1.1%
TOTAL		536,298	549,430	551,374	1,944	0.4%

FY 2015 Budget Request

Detail Worksheet

General Aviation Department

	Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
POSITION SUMMARY					
City Funded Full-Time	1.00	1.00	1.00	0	0.0%
TOTAL FTE	1.00	1.00	1.00	0	0.0%

BUDGET SUMMARY

Salaries						
15000.0000	Full-Time Classified	18,643	24,252	20,634	(3,618)	-14.9%
15000.0030	Overtime	565	2,500	2,500	0	0.0%
Salaries		19,208	26,752	23,134	(3,618)	-13.5%
Employee Benefits						
25100.0001	Group Life Ins EmplrVRS	203	289	246	(43)	-14.9%
25200.0001	Emplr VRS Retirement	3,575	5,066	4,692	(374)	-7.4%
25300.0001	Social Security Cont.	1,143	1,659	1,434	(225)	-13.6%
25300.0002	Medicare Contribution	268	388	335	(53)	-13.7%
25600.0001	Health Benefits ActiveEm	3,698	4,773	5,107	334	7.0%
25600.0002	Dental Benefits ActiveEm	297	336	336	0	0.0%
Employee Benefits		9,184	12,511	12,150	(361)	-2.9%
Contractual Services						
30100.0005	Building M&R Services	0	2,500	2,000	(500)	-20.0%
30900.0012	Uniform Rental Services	333	250	350	100	40.0%
30900.0099	Misc.Contractual Service	0	2,000	1,000	(1,000)	-50.0%
Contractual Services		333	4,750	3,350	(1,400)	-29.5%
Other Charges						
55500.0007	Apparel/Protective Wear	0	100	100	0	0.0%
55500.0023	Safety Supplies	0	100	100	0	0.0%
55500.0034	Grounds Maint. Supplies	0	250	250	0	0.0%
55500.0102	Building M&R Materials	284	500	500	0	0.0%
55600.0002	Electricity	7,937	7,000	8,000	1,000	14.3%
55600.0003	Water And Sewer	8,343	6,000	7,500	1,500	25.0%
Other Charges		16,564	13,950	16,450	2,500	17.9%
TOTAL		45,290	57,963	55,084	(2,879)	-5.0%

**FY 2015 Budget Request
Detail Worksheet**

Administration Department

		Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
POSITION SUMMARY						
City Funded Full-Time		4.00	4.00	4.00	0	0.0%
City Funded Non-Seasonal Wage		0.70	0.70	0.70	0	0.0%
TOTAL FTE		4.70	4.70	4.70	0	0.0%
BUDGET SUMMARY						
Salaries						
15000.0000	Full-Time Classified	251,949	250,202	257,710	7,508	3.0%
15000.0020	Wage	17,593	19,102	23,966	4,864	25.5%
15000.0030	Overtime	0	0	0	0	#DIV/0!
15000.0051	Salary Supplements	2,868	2,860	2,860	0	0.0%
Salaries		272,409	272,164	284,536	12,372	4.5%
Employee Benefits						
25100.0001	Group Life Ins EmplrVRS	2,966	2,977	3,066	89	3.0%
25200.0001	Emplr VRS Retirement	52,124	52,267	58,604	6,337	12.1%
25300.0001	Social Security Cont.	15,807	16,696	17,642	946	5.7%
25300.0002	Medicare Contribution	3,697	3,904	4,126	222	5.7%
25600.0001	Health Benefits ActiveEm	16,142	19,092	20,428	1,336	7.0%
25600.0002	Dental Benefits ActiveEm	1,296	1,344	1,344	0	0.0%
Employee Benefits		92,031	96,280	105,210	8,930	9.3%
Contractual Services						
30100.0001	Software Maintenance	1,320	2,500	2,500	0	0.0%
30100.0002	Communications M&R Servi	0	500	250	(250)	-50.0%
30200.0003	Legal Services	2,021	1,000	1,500	500	50.0%
30200.0005	Fiscal Services	7,327	2,000	2,500	500	25.0%
30500.0001	Advertising	53,588	50,000	50,000	0	0.0%
30900.0002	Software Purchases	0	9,400	1,000	(8,400)	-89.4%
30900.0022	Air Service Dev	8,645	40,000	40,000	0	0.0%
30900.0099	Misc.Contractual Service	188	2,000	2,000	0	0.0%
Contractual Services		73,090	107,400	99,750	(7,650)	-7.1%
Other Charges						
55500.0003	Forms & Stationary	17	250	100	(150)	-60.0%
55500.0005	Office Supplies	6,182	5,000	5,000	0	0.0%
55500.0011	Subscriptions	0	100	100	0	0.0%
55500.0080	MinorEquip/Tool/Furnitur	1,457	2,000	1,500	(500)	-25.0%
55770.0050	Mileage Reimbursement	0	100	100	0	0.0%
55770.0053	Training and Conferences	2,354	4,250	4,000	(250)	-5.9%
55850.0001	Telephone Services	2,525	2,000	2,500	500	25.0%
55850.0002	Cell Phones	1,141	1,000	1,200	200	20.0%
55850.0004	Pager Services	0	100	0	(100)	-100.0%
55850.1001	U.S. Postage	377	500	400	(100)	-20.0%
55850.1002	Mailing Services	300	200	250	50	25.0%
55900.0020	Indirect Costs- Airport	117,752	113,489	118,303	4,814	4.2%
55900.0036	Slf Insurance Pymt-Airpr	38,670	45,000	40,000	(5,000)	-11.1%
55990.2004	Dues And Memberships	3,590	4,000	4,000	0	0.0%
55990.2999	Misc Other Chrgs Expense	258	8,000	2,500	(5,500)	-68.8%
Other Charges		174,623	185,989	179,953	(6,036)	-3.2%
Rental and Leases						
67000.0101	Equip/Non-Real Prop Rent	4,363	4,500	4,500	0	0.0%
Rental and Leases		4,363	4,500	4,500	0	0.0%
TOTAL		616,516	666,333	673,949	7,616	1.1%

**FY 2015 Budget Request
Detail Worksheet**

Airport Fire & Police

		Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
POSITION SUMMARY						
Grant Funded		3.00	3.00	3.00	0	0.0%
TOTAL FTE		3.00	3.00	3.00	0	0.0%
BUDGET SUMMARY						
Salaries						
15000.0020	Wage	118,898	120,000	120,000	0	0.0%
Salaries		118,898	120,000	120,000	0	0.0%
Employee Benefits						
25300.0001	Social Security Cont.	7,372	7,440	7,440	0	0.0%
25300.0002	Medicare Contribution	1,724	1,740	1,740	0	0.0%
Employee Benefits		9,096	9,180	9,180	0	0.0%
Contractual Services						
30100.0002	Communications M&R Servi	657	500	500	0	0.0%
30100.0004	Vehicle M&R Services	3,811	2,500	2,500	0	0.0%
30100.0011	MechanicalM&R Services	4,172	1,000	1,000	0	0.0%
30900.0002	Software Purchases	0	250	250	0	0.0%
30900.0008	Investigation Services	1,000	4,000	2,500	(1,500)	-37.5%
30900.0011	On-Site Training Service	0	250	250	0	0.0%
30900.0039	Arprt Rescue&FireFght Sr	251,529	244,000	253,000	9,000	3.7%
30900.0099	Misc.Contractual Service	3,080	3,000	2,500	(500)	-16.7%
Contractual Services		264,248	255,500	262,500	7,000	2.7%
Internal Service Charges						
40100.0001	Fleet Services Admin	325	275	287	12	4.4%
40100.0002	Fleet Services M&R Parts	65	985	800	(185)	-18.8%
40100.0003	Fleet Services M&R Labor	185	630	817	187	29.7%
40100.0004	Fleet Services M&R Suble	0	0	0	0	#DIV/0!
40100.0005	Gas/Diesel Fleet Service	0	0	0	0	#DIV/0!
Internal Service Charges		575	1,890	1,904	14	0.7%
Other Charges						
55500.0007	Apparel/Protective Wear	2,187	500	500	0	0.0%
55500.0023	Safety Supplies	2,530	1,000	1,500	500	50.0%
55500.0026	Law Enforcement Supplies	696	1,000	1,000	0	0.0%
55500.0080	MinorEquip/Tool/Furnitur	1,755	2,000	2,000	0	0.0%
55500.0085	Chemicals/Gases	2,374	2,500	2,500	0	0.0%
55500.0105	Communications M&R Parts	1,217	250	250	0	0.0%
55600.0002	Electricity	1,473	1,500	1,500	0	0.0%
55600.0010	Natural Gas	0	500	0	(500)	-100.0%
55770.0053	Training and Conferences	0	500	500	0	0.0%
55850.0001	Telephone Services	566	500	500	0	0.0%
55850.0002	Cellular Phone Services	195	300	250	(50)	-16.7%
55990.2004	Dues & Memberships	1,900	1,900	1,900	0	0.0%
Other Charges		14,894	12,450	12,400	(50)	-0.4%
TOTAL		407,711	399,020	405,984	6,964	1.7%

FY 2015 Budget Request

Detail Worksheet

Airport Other

		Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
BUDGET SUMMARY						
Contractual Services						
30100.0005	Building M&R Services	18,290	16,000	17,500	1,500	9.4%
30100.0011	MechanicalM&R Services	0	6,500	2,500	(4,000)	
30200.0006	A & E Services	3,908	500	500	0	0.0%
30900.0099	Misc.Contractual Service	7,112	100	1,000	900	900.0%
Contractual Services		29,309	23,100	21,500	(1,600)	-6.9%
Other Charges						
55500.0006	Custodial Supplies	0	100	100	0	0.0%
55500.0034	Grounds Maint. Supplies	352	250	250	0	0.0%
55500.0102	Building M&R Materials	2,250	2,500	2,500	0	0.0%
55600.0002	Electricity	34,431	27,500	29,500	2,000	7.3%
55600.0003	Water And Sewer	11,939	8,500	10,000	1,500	17.6%
Other Charges		48,972	38,850	42,350	3,500	9.0%
TOTAL		78,281	61,950	63,850	1,900	3.1%

**FY 2015 Budget Request
Detail Worksheet**

Airport Snow Removal

		Actual FY 2013	Adopted Budget FY 2014	Requested Budget FY 2015	Budget Amount Change	% Change from FY 14 to FY 15
BUDGET SUMMARY						
Salaries						
15000.0030	Overtime	1,547	3,500	3,000	(500)	-14.3%
Salaries		1,547	3,500	3,000	(500)	-14.3%
Employee Benefits						
25100.0001	Group Life	15	0	0	0	#DIV/0!
25200.0001	Emplr VRS Retirement	263	0	0	0	#DIV/0!
25300.0001	Social Security Cont.	92	217	186	(31)	-14.3%
25300.0002	Medicare Contribution	22	51	44	(7)	-13.7%
25600.0001	Health Benefits ActiveEm	117	0	0	0	#DIV/0!
25600.0002	Dental Benefits ActiveEm	8	0	0	0	#DIV/0!
Employee Benefits		517	268	230	(38)	-14.2%
Contractual Services						
30100.0004	Vehicle M&R Services	10,743	4,000	4,000	0	0.0%
30900.0099	Misc.Contractual Service	378	1,000	1,000	0	0.0%
Contractual Services		11,121	5,000	5,000	0	0.0%
Internal Service Charges						
40100.0001	Fleet Services Admin	325	300	350	50	16.7%
40100.0002	Fleet Services M&R Parts	0	100	100	0	0.0%
Internal Service Charges		325	400	450	50	12.5%
Other Charges						
55500.0044	Food and Dietary Supplie	187	300	250	(50)	-16.7%
55500.0085	Chemicals/Gases	0	11,000	10,000	(1,000)	-9.1%
Other Charges		187	11,300	10,250	(1,050)	-9.3%
TOTAL		13,697	20,468	18,930	(1,538)	-7.5%